



**COMMUNITY DEVELOPMENT COMMISSION  
of the County of Los Angeles**

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*Commissioners*

**Carlos Jackson**  
*Executive Director*

June 19, 2007

Honorable Board of Commissioners  
Community Development Commission of the  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Commissioners:

**APPROVAL OF FUNDS FOR SERVICES, OPERATIONS COSTS, SERVICES  
AND ACQUISITION  
FOR ST. JOSEPH MANOR, INC.  
IN UNINCORPORATED LITTLEROCK (5)  
(3 Vote)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the approval of funds for leasing, operating costs, services and future acquisition of the property at 9030 E. Avenue Q12 (Property) in unincorporated Littlerock is exempt from the provisions of the California Environmental Quality Act (CEQA), as described herein, because the project includes activities that will not have the potential for causing a significant effect on the environment.
2. Authorize the Executive Director of the Community Development Commission (Commission) to execute all required documents necessary to transfer a total amount of up to \$750,000 in one time only funding in County General Funds (CGF), allocated to the Fifth Supervisorial District, from the Chief Administrative Officer to the Commission for the purposes described herein, following approval as to form by County Counsel.
3. Authorize the Commission, upon transfer of funds from the Chief Administrative Officer, to incorporate \$750,000 in CGF into the Commission's approved budget for the activities described herein.

4. Authorize the Executive Director to draft and execute a Grant Agreement with St. Joseph Manor, Inc., in a total amount of up to \$750,000 in CGF allocated to the Fifth District, with up to \$327,000 for operating costs and supportive services for six months of transitional housing and education project for pregnant and parenting women, and up to \$423,000 will be set aside by the Commission for up to two years to partially fund the acquisition of the Property.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:**

The purpose of the recommended actions is to grant CGF allocated to the Fifth District to St. Joseph Manor, Inc. for operating costs, supportive services and a set aside for partial funding for acquisition to enhance the homeless support system in the County.

**FISCAL IMPACT/FINANCING:**

The actions described herein will be funded with a portion of the \$20,000,000 in CGF approved by the Board of Supervisors on June 20, 2005, to fund the construction and/or renovation of year-round emergency shelters and enhancements to the homeless support system.

On November 22, 2005, the Board of Supervisors approved funding to allocate \$3,600,000 in CGF to each Supervisorial District with a ten percent administrative fee, in the total amount of \$2,000,000, reserved for the Commission.

The proposed grant of funds from the Commission to St. Joseph Manor, Inc. includes a total of up to \$750,000 in one time only funding from the CGF allocated to the Fifth District, for operating costs, supportive services and partial funding for acquisition of the property for 99 beds for homeless women and their children located in unincorporated Littlerock.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS:**

In order to address the staggering numbers of homeless individuals and families and the corresponding critical shortage of beds in Los Angeles County, on June 20, 2005, the Board of Supervisors approved allocation of \$20,000,000 for the construction and/or renovation of year-round emergency shelters and enhancements to the homeless support system.

On November 22, 2005, the Board of Supervisors directed the Commission to administer the funding and oversee all of the projects. The Board also instituted a

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method by which each Board Office selects recipients of CGF based on agency experience and the need for homeless services in the community, among other considerations.

St. Joseph Manor, Inc. will use up to \$327,000 to provide transitional shelter and services in the unincorporated community of Littlerock. The transitional housing and education project for pregnant and parenting women provides group living for women with children experiencing homelessness.

The service and operations Grant Agreement, through which up to \$423,000 will be set aside by the Commission to fund the acquisition of the Property, will allow St. Joseph Manor Inc. to open 99 transitional beds and enter into a lease for the facility for 24 adult women and 75 children at 9030 E. Avenue Q-12 in unincorporated Littlerock. The Grant Agreement between the Commission and St. Joseph Manor Inc. will also stipulate that they will provide a six-month progress report that outlines their efforts to purchase the Property. Allocation of the set aside funds to St. Joseph Manor, Inc. will come before your Board, once all due diligence is completed, including property appraisal, Phase I environmental assessment and CEQA clearance. The approved funding is for one time only and will not be renewed.

A complete description of the St. Joseph Manor, Inc. is provided as Attachment A.

**ENVIRONMENTAL DOCUMENTATION:**

This project is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

**IMPACT ON CURRENT PROJECTS:**

Approval of these actions will allow for an increase in transitional housing, emergency beds and services available for homeless women and children in the County.

Respectfully submitted,

  
for CARLOS JACKSON  
Executive Director

Attachments: 1

**ATTACHMENT A  
SAINT JOSEPH MANOR, INC.  
TRANSITIONAL HOUSING AND EDUCATION PROJECT  
FOR PREGNANT AND PARENTING WOMEN**

The Saint Joseph Manor, Inc. is a newly formed organization that is a collaborative effort by members of the Antelope Valley Homeless Coalition, public service agencies, local government and community volunteers working together. The mission of this collaborative is to provide services to homeless individuals in the Antelope Valley.

The transitional housing and education project for pregnant and parenting women is designed to improve the lives of young mothers and pregnant women who are homeless. This will be the only program of its kind in the Antelope Valley. Currently there are only two beds available for homeless families. When these beds are full, homeless families are limited to vouchers for motels. Motel vouchers are costly and do not provide the necessary structure for families to stabilize and receive necessary services to become self sufficient. Therefore, this program is a critical component to the continuum of services in the Antelope Valley.

With the opening of this project, it will assist women to complete their high school education and prepare them for college, or vocational and/or entrepreneurial training. Women who participate in the program must be dedicated to creating positive changes in their lives by moving from dependency to self sufficiency. The services are based on a case by case basis but will follow the model of (1) stabilization, (2) education, (3) training/employment, (5) permanent housing, (6) aftercare/follow-up. Homeless families will receive transitional housing and intensive in-house case management services for up to two years. St. Joseph Manor, Inc. will also provide linkages and referrals to partnering agencies in the Antelope Valley.

The transitional housing and education project for pregnant and parenting women is located at 9030 E. Avenue Q12 in unincorporated Littlerock. The facility is fully furnished and awaiting occupancy. The facility's total bed capacity is 99 people. Some homeless families will take less time to stabilize while others may take longer. Therefore, it is estimated that 72 to 88 families can be served annually. The facility sits on a 1.06 acre lot with a total of 19,000 square feet in living space that consists of 24 suites, 18 private and semi-private baths, two community rooms, children's reading room, a homework room, a commercial kitchen and a dining/recreation room. The exterior of the property has a community garden, a storage facility, laundry facilities, car garage, and a maintenance/work shed. There is also a 5-bedroom, 3 bath-house on the property that will be used as office space or as an expansion of the main residential facility. The property is completely gated.

To provide long-term viability of the program, St. Joseph Manor, Inc. is desirous of purchasing the property. A capital campaign fund seeking funding from private donors, foundations, and the business community is underway. The escrow account allocated here will represent approximately 25% of the total funds needed to purchase the property.

The service, operations costs and acquisition set aside funding, which is one time only, from the ESF will serve as leverage for other funding sources for St. Joseph Manor, inc., which is needed for the program to open its doors and sustain operations.

Operating and Services Funds	\$327,000
Acquisition (Set Aside)	<u>\$423,000</u>
<b>Total request</b>	<b>\$750, 000</b>